

MINUTES
GREEN BAY TRANSIT COMMISSION
Wednesday, June 17, 2015
901 University Avenue, Commission Room
8:15 a.m.

MEMBERS PRESENT: Roger Kolb, Chair; Vacant, Secretary; Alderman Randy Scannell; Kevin Kuehn, David Harp, and Ron Antonneau

EXCUSED: John Withbroe, Vice Chair

OTHERS PRESENT: Patty Kiewiz, Transit Director; Essie Fels, Recording Secretary; Pam Manley, Business Grant Manager; Larry Sterckx, Mechanic Foreman; April Herlache, Transportation Supervisor; Cindy Tappy, Compliance Coordinator; Lisa Conard, Brown County Planning; Deborah Laney, Greyhound; Jimmy Pettigrew, Safety Supervisor; Bill Meindl, Green Bay Development News and Alderman Dave Nennig

1. Call the meeting to order

Chair R. Kolb called the meeting to order at 8:17 a.m.

2. Approval of Agenda

R. Scannell made a motion to approve the June 17, 2015 agenda. K. Kuehn seconded the motion. Motion carried.

3. Approval of the minutes of the May 20, 2015 meeting

K. Kuehn made a motion to approve the minutes from the May 20, 2015 meeting. R. Scannell seconded the motion. Motion carried.

4. Discussion/Action: Approval of the Greyhound Agreement

Motion made by K. Kuehn to approve the Greyhound Agreement pending the FTA approval. R. Scannell seconded the motion.

P. Kiewiz stated included in your packets is a copy of the final document GB Metro submitted to the FTA. The FTA's legal counsel assigned to review this document left on maternity leave and was not able to complete the approval. Another attorney will need to review this document in her absence. This is the only thing we are waiting on at this point. As we look at the service Metro provides to the City and other communities, having intercity busses and providing safe and seamless transportation is the first step towards moving to a

regional transit center. Deborah Laney from Greyhound is here today; she would be happy to answer any questions you may have.

Mayor Schmitt commented that he supports this partnership with Greyhound. He thanked the Commission and staff for supporting this topic and feels it would be great for the Greater Green Bay. This transit industry needs to have better connections and this is one step towards making this happen. This is a big step for Green Bay.

R. Kolb stated he has reviewed the contract and it is excellent. He commented that he has all the confidence in world that our staff can handle this change. Thirty years ago, Metro was built with the intentions of partnering with Greyhound; we are capitalizing on that today.

R. Scannell commented that staff has done a great job.

Motion made by K. Kuehn to approve the enclosed Greyhound Agreement, subject to legal and technical changes and final approval of by the FTA. Anticipated implementation date of mid-July. R. Scannell seconded the motion. Motion carried.

5. Discussion/Action: Implementation of the G Line Route

P. Kiewiz stated the City has partnered with the Green Bay Packers to provide this service. The Mayor was instrumental in making this happen as well.

The G Line route will cover 33 different restaurants, 5 different major attractions and it will be great for those individuals that are downtown to get to the uptown area. Service for this route will be every 30 minutes. Frequency is the whole key in order to get transportation to work correctly.

The Packers will be supporting the local share of the G Line. They have been a great partner in the Game Day Routes. This is a great thing for the community and the city to have this opportunity to service those areas.

Mayor Schmitt clarified that the Packers will be picking up 100% of the local share to provide this service. The route will be at no cost to the rider. The route will operate from 10am to 10pm with service every half hour to get people from downtown to the uptown area around Cabela's. It will start mid-July. It will be heavily promoted.

P. Kiewiz stated staff is working on flyers that will be dispersed to the community. The Packers will also help in promoting the G Line.

Motion made by K. Kuehn to approve the G Line Route with an implementation of date of mid-July. R. Scannell seconded the motion. Motion carried.

6. Action: Approval of Lawn Mower

Motion made by K. Kuehn to award the RFQ for the zero turn lawn mower to Service Motor Company in the amount of \$11,500. R. Scannell seconded the motion. Motion carried.

7. Action: Approval of Scissor Lift

K. Kuehn commented it is very important to provide staff with the tools to do their jobs better and safer.

Motion made by K. Kuehn to award the RFQ for the scissor lift to Hertz Equipment Rental Corp. in the amount of \$13,853.01. R. Scannell seconded the motion. Motion carried.

8. Financial Reports

P. Manley stated in your packets you will find the operating expense report for January through May. She gave a brief overview of the revenue and expense reports. P. Manley stated that if the Commission would have any questions, she would be happy to answer them.

9. Operational Reports

P. Kiewiz stated in your packets you will find several operating reports. She gave a brief overview of the ridership reports for Fixed Route and Paratransit; as well as the monthly schedule adherences for May, which was 93%. P. Kiewiz stated she would be happy to answer any questions the Commission might have.

10. Directors Report

P. Kiewiz stated she would like to thank Mary Scanlan from Parking; she planted the gorgeous flowers for Metro.

Metro has filled the Custodian position that the Commission had approved. Our new Building Custodian is Malik Lynch; he came to us from Madison. He is doing a prenominal job.

Last night City Council appointed a new commissioner for transit. Her name is Emily Ysebaert. She works for NWTC in the Financial Aid Department. She will be joining us at our next Transit Commission meeting in July.

Transportation has not been addressed in the State budget yet. We are all hoping that the budget for transportation stays status quo. She will keep the commissioners updated as she hears anything.

11. Other Business

R. Scannell stated he had follow-up with Public Works in regards to the West Side Festival Foods shelter. The information he received was that it was on tribal land and complicated.

P. Kiewiz stated she worked with the tribal to place the Walmart West Shelter. There were some obstacles, but we were able to accomplish placing that shelter. We do need to do something at Festival West. It doesn't mean that it is not achievable. We have a list of potential shelter locations we are working on. We have money available through some 5310 funding and 5339 federal grants. Staff is working to get shelters in place very soon.

12. Establish the date of the next meeting

The next meeting of the Transit Commission is scheduled for Wednesday, July 15, 2015 at 8:15 a.m.

13. Adjourn

Motion made by R. Scannell, seconded by D. Harp, to adjourn at 8:35 a.m. Motion carried.

Respectfully submitted,

Essie Fels